COLCHESTER BOARD OF EDUCATION

Colchester, CT

BOARD RETREAT

Thursday, November 30, 2023
5:00 PM
232 New London Road, Colchester

MINUTES

BOARD MEMBERS PRESENT: Chair Alexander Oliphant, Secretary Margo Gignac, Donna Antonacci, Rosemary Gignac, Michelle Millington, Christopher Rivers (arrived at 5:14 PM), Stefanie Tracey-Calash

ADMINISTRATION PRESENT: Superintendent Daniel P. Sullivan, III, Assistant Superintendent Jessica L. Kuckel

OTHERS PRESENT: Business Director Rachel Linkkila

1. **MEETING OPENING**

1.1 Call to Order
Chair Alexander Oliphant called the meeting to order at 5:07 PM

1.2 Roll Call
Chair Alexander Oliphant conducted a roll call of the Board.

2. ***PRIORITY DISCUSSION/ACTION ITEMS**

2.1 Operational Norms
Superintendent Sullivan spoke to organizational norms with equal opportunity for all to speak keeping in mind respect for time.

2.2 Board Officers
The Board had discussion on upcoming officer elections and roles.

2.3 Board Committees
The Board had discussion on who would fill committee roles going forward. Members expressed interest in the following committees:

- Policy Committee: Donna Antonacci, Stephanie Tracey-Calash, Margo Gignac
- Facilities Committee: Christopher Rivers, Margo Gignac, Michelle Millington
- Budget Finance Committee: Christopher Rivers, Alexander Oliphant, Michelle Millington
- Curriculum Committee: Donna, Rosemary, Margo

2.4 School Liaisons

The Board discussed the purpose and role of school liaisons. Board members expressed interest for the following:

- Colchester Elementary School: Stefanie Tracey-Calash, Rosemary Gignac
- Jack Jackter Intermediate School: Michelle Millington, Margo Gignac
- William J. Johnston Middle School: Christopher Rivers, Michelle Millington
- Bacon Academy: Alexander Oliphant, Donna Antonacci
- Pupil Services and Special Education/CTAC: Stefanie Tracey-Calash, Rosemary Gignac

2.5 Community Liaisons

Discussion was had regarding community liaisons. The Board Members discussed having members rotate attendance at community meetings to build better community relations rather than having one board member assigned to specific community boards and organizations.

2.6 BOE Meeting Calendar for 2024

The Board reviewed potential meeting dates to be approved at the December Regular Meeting.

2.7 Budget Priorities

The Board and Superintendent Sullivan discussed budget priorities for the upcoming budget season including:

- Community
- Honest about needs of the District
- Transparency
- What future increases look like and what is the goal
- Budget solutions
- Normal budget increases
- Bringing forth normal increases and then adding in capital investments if there is interest

2.8 Debrief of the Community Expo

Superintendent Sullivan discussed Colchester's growth rate of student performance and that it out performed the state average in all areas. Mr. Sullivan stated that high need students also outperformed the state average. Superintendent Sullivan said that the Board will be provided the bar graphs from the State of the Schools and Community Expo presentation.

2.9 Staff Recruitment

Discussion was had on the qualifications of applicants and networking to bring high quality candidates and stability to the district.

2.10 School Safety Update

Discussion was had on the pros and cons of armed guards and state requirements; and having a community discussion regarding such over the next year.

2.11 HVAC Grant

Discussion was had in regard to the HVAC grant and the District contracting with Tran. The goal of the grant is to present a proposal for the needs at Bacon; looking at what current needs are for new and what can be rebuilt. The Board discussed that the Board and town will need to work together in order to get the grant submitted by December 20, 2023. The HVAC grant is a competitive grant.

2.12 Board of Education Self Reflection
The Board had discussion about what is going well and areas of improvements.

3. *EXECUTIVE SESSION

3.1 *Superintendent's Mid-Year Review (Discussion proposed for executive session)
The Board conducted the Superintendent's mid-year review about what is going well and areas of improvements.

4. ADJOURNMENT

Chair Oliphant adjourned the meeting at 8:09 PM

Respectfully submitted,

Heather R. Petit
Executive Assistant to the Superintendent/Board Clerk